

GOVERNMENT OF ANDHRA PRADESH

ABSTARCT

Health, Medical & Family Welfare - Unauthorized absence from official duties among Government Doctors - Implementation of the Minutes of the Meeting, dt.27-07-2010 - Certain Orders - Issued.

HEALTH, MEDICAL & FAMILY WELFARE (VC.II.2) DEPARTMENT

G.O.Ms.No: 310

Dated:04-11-2010

Read the following:-

1. Govt. Memo.No.29770/H1/99-3, dt.21.1.2000.
2. G.O.Ms.No.260, General Administration (Ser.C) Dept., dt.4.09.2003.
3. G.O.Ms.No.128, Finance (FR.I) Department, dt.01-06.2007
4. G.O.Ms.No.129, Finance (FR.I) Department, dt.01-06.2007.
5. Minutes of the Meeting, dt.27.07.2010 held in the chambers of Special Chief Secretary, HM & FW Department.

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ORDER:

It is observed that it has become a common practice for some Government Doctors (working in various capacities in the offices of DME /DPH/ APVVP) to stay away from official duties unauthorizedly without prior sanction of any kind of leave causing much dislocation to the patients.

2. It is felt that the above said objectionable practice is to be curbed by taking certain strict precautions/measures.

3. In the circumstances stated above and after careful examination, Government hereby decide and accordingly order as follows:-

- 3.1) A "Disciplinary Action Cell" shall be established headed by Deputy Director from Director of Public Health / Joint Secretary from APVVP, assisted by one Assistant. Director, one Superintendent and three (3) Senior Assistants and Two (2) Data Entry Operators & one attender. The above staff are to be drafted from the offices of DPH/APVVP/DME and will report directly to Commissioner, Health and Family Welfare. The "Disciplinary Action Cell" will be physically located in SPMU.

FUNCTIONS of Disciplinary Action Cell:-

- i. The above 'DAC' (Disciplinary Action Cell) shall deal with all unauthorized absence cases in all the three wings viz., Directorate of Public Health, APVVP & DME.

- ii. “Disciplinary Action Cell” shall sort out all the unauthorized absence cases of more than one year and less than one year cases in all the above three wings (viz., DPH/APVVP/DME).
- iii. In respect cases of unauthorized absence for more than one year the “Disciplinary Action Cell” shall prepare Draft Show Cause Notices (as per the standard template) in the light of the G.Os. 128 and 129 of Finance Department, dt.1-06-2007 seeking explanations by allowing 15 days time;
- iv. The above Draft Show Cause Notices after approval by the competent authority (i.e., by the DPH/Commr.APVVP/DME) shall be sent to the available residential address (given by the erring doctor) by registered post with acknowledgement. In case the notice is returned undelivered by the postal authorities, it shall be published in (2) News papers (one English and one Telugu) besides in the web-sites of the HOD’s by the ‘Disciplinary Action Cell’

In case, there is no response to the Show Cause Notices from the Doctors (who are under unauthorized absence) then a termination order shall be prepared by the ‘Disciplinary Action Cell’ and the approval of the HOD concerned obtained for being served by Register Post or through publication in (2) News Papers (one English & one Telugu) as required. The said approved termination orders should also be published in Andhra Pradesh Extraordinary Gazette by the ‘Disciplinary Action Cell’.

In case, explanations are received, the same are to be processed by the ‘Disciplinary Action Cell’ for examination by the HOD concerned for appropriate decision and, if so decided, to prepare a termination order (as per the standard template).

- v. In respect of cases where unauthorized absence is less than one year the “Disciplinary Action Cell” shall initially prepare a Show Cause Notice (seeking erring doctor to join duty within two weeks time), get the same approved by the HOD concerned and serve the same on the erring doctor at the residential address available in the office records. In case a reply is received, and if it is unconvincing, then, necessary proposal should be initiated by the “Disciplinary Action Cell” for

instituting a regular departmental enquiry by the HOD concerned against the erring Doctor. The Enquiry Officer should complete the enquiry within (4) weeks & submit report to the HOD concerned, failing which responsibility should be fixed on the erring Enquiry Officer. After receipt of Enquiry Officer's report, the 'Disciplinary Action Cell' shall examine the case and major penalty shall be proposed for being imposed on the erring Doctors by the HOD concerned after due approval.

- 3.2. In prospective cases, all the Government Doctors shall invariably apply for leave and get the same sanctioned prior to commencement of leave. In cases of urgency, when the doctor has to leave the duty before the leave can be applied for or sanctioned, the individual has to apply for the same within a reasonable period of (7) days from the date of commencement of leave, clearly specifying the reasons for the urgency and the circumstances. If such leave availed in emergency is beyond (4) weeks, then the individual shall get his leave sanctioned by the competent authority before expiry of the said period of (4) weeks. In case such leave is not sanctioned by the competent authority in (4) weeks, the doctor shall report to duty in person (with the passport), failing which the said leave period shall be treated as unauthorized absence and disciplinary action shall be initiated by the competent authority by serving a Show Cause Notice/Charge Memo and by resorting to institution of necessary enquiry by appointing Enquiry Officer as per CCA Rules.
- 3.3. In the Government Memo.No.29770/H1/99-3, HM & FW Department, dated 21.1.2000, keeping in view the problem of unauthorized absence of Government Doctors and so as to have uniformity of imposing punishment, certain instructions were issued to all the HODs concerned for imposing a penalty of stoppage of one increment with cumulative effect for each year of unauthorized absence on the erring Government Doctors. In the light of the decisions at paras 3 (1) and 3 (2) above, the above said Government Memo dt.21-01-2000 is rescinded with immediate effect. Therefore, the penalty for unauthorized absence for periods exceeding (1) year shall be dismissal in terms of the G.O.Ms.No.260, G.A. (Ser.C) Department, dt.04-09-2003.

4. The Commissioner of Family Welfare and Public Health shall act as nodal agency for all the 3 units viz., DPH, DME, and APVVP and shall take necessary action in constituting 'DAC' (Disciplinary Action Cell) as ordered above in consultation with the HODs and making it function effectively.

5. The Commissioner of Family Welfare and Public Health, A.P. Hyderabad, shall furnish periodical reports on the functioning of 'DAC' to Government from time to time.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

J.SATYANARAYANA
SPECIAL CHIEF SECRETARY TO GOVERNMENT

To
The Commr. of FW&PH, A.P. Hyd.
The Director of Public Health, AP,
Hyderabad.
The Commissioner, APVVP, AP,
Hyderabad.
The Director of Medical Education, AP,
Hyderabad.

Copy to:-

The P.S. to Spl. CS.
The P.A. to Prl. Secy (H),
SC/SF.

//FORWARDED :: BY ORDER//

SECTION OFFICER